DMR100

DIGITAL VIDEO CONFERENCE MEDIA RECORDER

User's Guide
Version 2.0

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Safety Precautions

For your protection, please read all related safety instructions, observe all warnings and precautions, and exercise common sense while operating this electronic equipment.

- Always place the unit on a stable cart, stand or table.
- Do not use the unit near water or sources of heat.
- Do not drop or shake the unit. Do not place or install the unit in environments where it can be dropped or shaken. Make sure the unit is powered off while being moved even for short distances.
- Observe the power requirements of the unit; if you are not sure of the power available, consult your local dealer or power company.
- When plugging into a power outlet, insert the plug firmly into the outlet. Route the power cord so as to avoid any activity that may result in fraying or other damage to the cord or the plug.
- Do not attempt to defeat the polarization or grounding protection on the plug under any circumstances.
- Do not overload wall outlets, extension cords, or integral convenience receptacles.
- Unplug the unit from the wall before cleaning. Do not use liquid or aerosol cleaners.
- For proper ventilation, do not block the slots and openings in the case. Do not install the unit in a location where the ventilation slots and openings can be plugged during everyday use.
- Do not place or install the unit under, on top of or near any heat-producing equipment (i.e. radiators, stoves, or amplifiers), or in a heated place.
- Unplug the unit during lighting storms or when it will not be used for extended periods of time.

If the unit is visibly damaged either by not observing the precautions above or for any other reason, contact your local dealer immediately. If the unit does not operate normally when you follow the operating instructions, or it exhibits a distinct change in performance, this may be an indication of a problem needing repair.

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About This Guide

Welcome to the user's guide to the MediaPOINTE® **DMR100** digital videoconference media recorder.

This user's guide describes how to set up and use the **DMR100** to record and transport graphic video and audio content over IP networks.

Reliability of Information

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This document was written by the Development Department of Advanced Media Design, Inc. We are fully committed to and take pride in maintaining high quality documentation, so we welcome and appreciate any comments or suggestions you may have regarding content, presentation, structure and distribution of this document. Please use the contact information below for all correspondence:

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Service Support and Training

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MediaPOINTE® Technical Support
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support@MediaPOINTE.com

Document Conventions

The following conventions are used throughout this user's guide.

The hand symbol indicates a note, containing special instructions, and in some cases, circumstances that require caution.

The light bulb symbol highlights suggestions or hints.

Warning! Do not attempt to service the apparatus yourself as opening equipment may expose you to dangerous voltages or other hazards and will void your warranty. Refer all servicing to your MediaPOINTE® representative.

The lightning flash with an arrowhead symbol within a triangle is intended to alert the user to the presence of un-insulated, dangerous voltages.

Selection Main menu selections are shown as highlighted in Orange.

Button References to Web Portal buttons are shown as a Gray button.

Package Contents

- MediaPOINTE® **DMR100** Digital Video Conference Media Recorder
- 1 – RCA Video Cables
- 1 – S-Video Cables
- 1 - CAT-5e LAN Cable
- 1 - RCA Stereo Audio Cable
- 1 - AC Power Cable
- 1 – Rack Mount Kit
- Documentation CD-ROM
- Warranty Document
- Registration Sheet

Chapter 1: Introduction, Overview & Requirements

This chapter provides a brief introduction and overview of the MediaPOINTE® **DMR100**.

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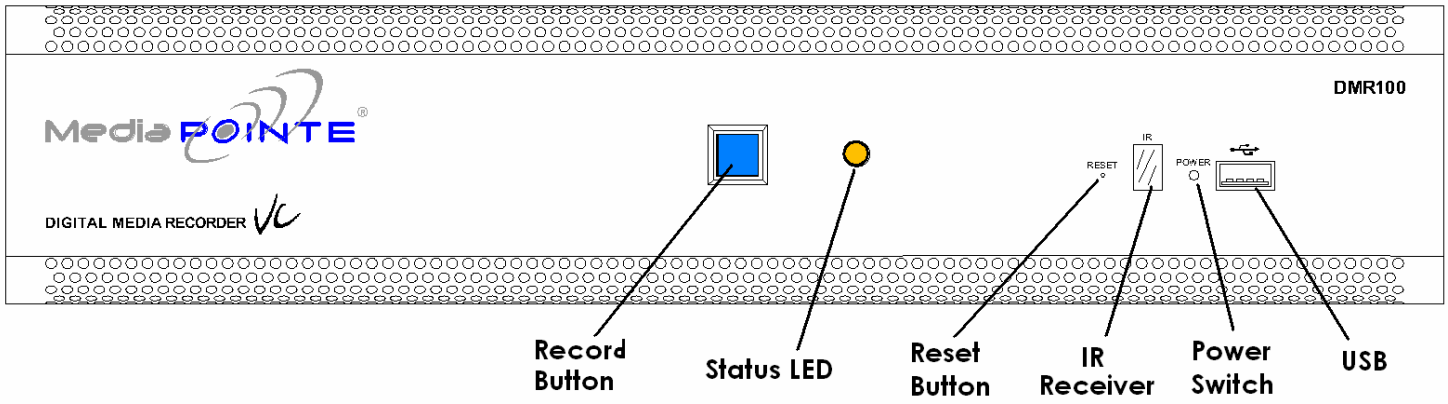
Introduction

Welcome to one of the easiest to use, reliable and cost-effective archiving and streaming products on the market today. The **DMR100** can archive important graphical data and simultaneously transmit the same data to anywhere on your network. It is specifically designed to provide superb video and audio quality by simultaneously recording two discreet streams into a pre-determined template of the users' preference.

As with almost all of MediaPOINTE's AV-over-IP products, you can control the **DMR300** via many different methods. Some of these methods include, web portal interface, contact closure, RS-232 serial port, Telnet, or simply push the **BLUE** Record button to start archiving and streaming (if desired) in a pre-configured template layout.

Front Panel

The front panel of the unit is shown below.



The front panel consists of a **BLUE** Record button, a **YELLOW** LED status indicator, an IR receiver, a small RESET button, a small power switch and a USB port. The following is a brief description of each of these components.

LED Status

The LED indicators are used to describe system states, actions and error conditions. When the system is idle and ready to record, the BLUE Record button will be on and the YELLOW Record button will be off. When the system is in RECORD, the BLUE Record button will blink slowly. After each session is archived, the archive file must be fully indexed to the hard drive. The BLUE Record button will fast blink during the indexing procedure indicating that the unit is busy and cannot record or stream until this process is complete. Depending on the length of the archived material, this could be from several seconds up to several minutes to complete the indexing process. See the table below for an explanation of the various LED states.

	LED 1 (**BLUE**)	LED 2 (**YELLOW**)
Powering ON	ON	ON
Ready	ON	OFF
Record	Slow Blink	OFF
Indexing	Fast Blink	OFF
Local Playback	OFF	OFF
Copying to USB	OFF	OFF
Error or Fail to Copy	OFF	Fast Blink
Mute	Slow Blink	Slow Blink

RESET Button

The RESET button is hidden behind a tiny hole in the front panel and requires activation using a small device such as a pin or paperclip. This is done to avoid inadvertent resetting of the system. Pressing the RESET button will reset all the settings on the **DMR100** back to the **factory settings**. This includes all IP settings and all passwords. For a complete list of the factory settings, see ***Appendix A***.

Power Switch

This switch powers the unit on and off. It is used in conjunction the with main power switch on the rear of the unit. It is intentionally made small as the **DMR100** is expected to remain ON most of the time.

USB Port

The USB port in the front of the unit can be used for upload or offload of video content and for network configuration of the **DMR100**.

Overview

Uses and Features

The **DMR100** may be used in a variety of situations for live communication and collaboration.

You can start an archiving / streaming session to:

- Archive Video Conference near and far end camera views for record keeping or corporate intellectual property management for a complete and accurate record of each event.
- Share visual information, designs, and concepts with dispersed groups of people to gather input during a video conference.
- Stream important videoconferences to other locations such as overflow rooms or remote conference locations along your corporate network.
- Conduct customer and employee training across vast geographical areas.
- Discuss research, engineering, architecture, product design, or process analysis when the participants are not able to meet in one central location.
- Access a centralized bank of expertise from a field location.
- Disseminate archived presentations and training seminars to remote employees.

How It Works

The **DMR100** captures a video input signal from you're A/V device and has line level stereo audio inputs. The recorded video file can be simultaneously streamed out along your network during the archival process if desired. The recorded file can then be viewed on your PC or replayed directly from the **DMR100** on a local monitor if desired. The content can also be copied to a USB memory stick or downloaded to your PC.

The **DMR100** records content in Microsoft Windows® Media format[1]. The file is a standard ***.wmv** file readable by any viewer that can access this format. A free Windows Media Player is available on the Microsoft® website. CD-quality audio is recorded in MPEG-3 format.

[1] *Microsoft, Windows and the Windows logo are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.*

Chapter 2: Setup

This chapter describes how to get started using the **DMR100**.

Configuring and using the **DMR100** is easy. You do *not* need to install an application or remote configuration software. If you know how to browse the internet, then you already know how to access and control the **DMR100** using its Web portal via a web browser.

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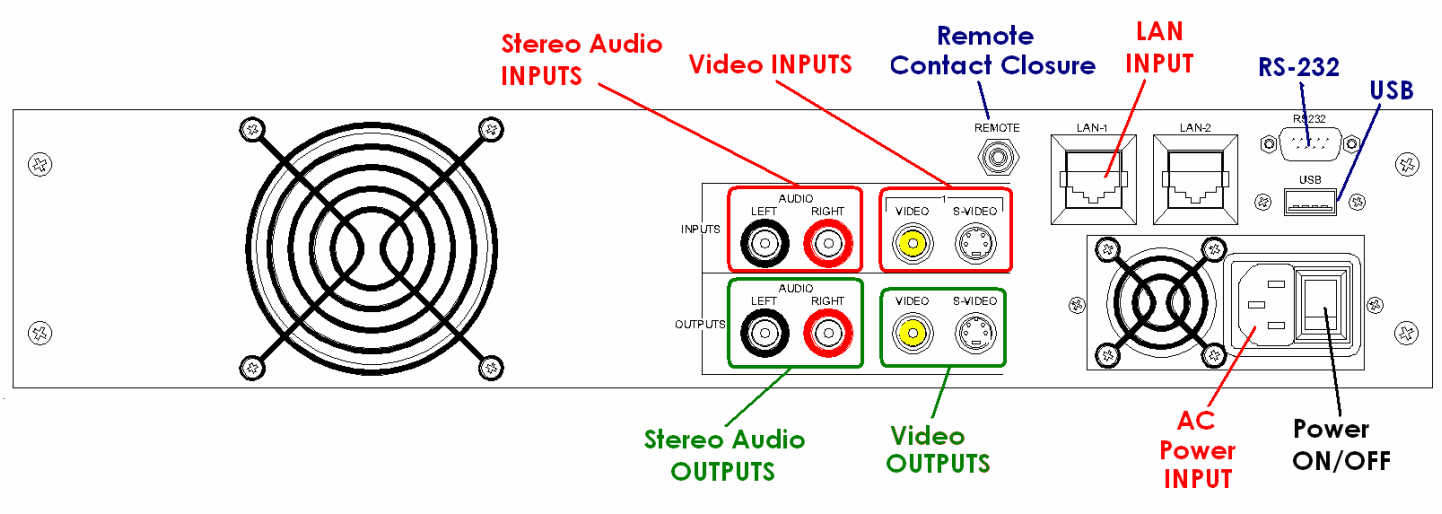
Connecting the DMR100

Use this procedure when you first purchase the **DMR100** and when you are ready to install the hardware at your site. This section shows the back panel and explains how to connect the separate input connections to the unit. For clarity purposes, INPUTS are shown in RED, OUTPUTS are shown in GREEN and CONTROL ports are shown in BLUE.

The Rear Panel



AC Power Input – insert the included IEC cable to the AC power input plug. Make sure the Power on/off switch is in the off position before plugging in the power cable.

Video Inputs – Video input 1 on the **DMR100** can be set from the Web portal to be either composite or S-video.

Stereo Audio Input – there are two, line level stereo audio inputs that use standard RCA connectors.

LAN Cable Input – insert the included standard 10/100Mb CAT-5e LAN cable into the connector labeled **LAN1** on the **DMR100**. The connector labeled **LAN2** is reserved for future use.

*The above listed cables are all that are necessary to archive and stream video. The remaining cables and connectors not mentioned above are for alternate methods of control or for viewing the output of the **DMR100** locally; i.e. connecting a local monitor.*

Auxiliary Connections

Video Output – This connection can be used to connect a local monitor to playback files directly from the **DMR100**.

Stereo Audio Output – use the two line level stereo audio outputs when playing back files audio portion of the recorded material on the display. These can be routed to local speakers or back into the main videoconferencing audio system.

Remote Contact Closure – this connection uses a standard 3.5 mini mono connector. This connector allows a remote switch (contact closure) to control the start / stop function of the **DMR100**. This is the same as pushing the **BLUE** record (REC) button on the front of the **DMR100**.

RS-232 – This standard serial DB9 connector allows connection for serial control (note: a **null-modem** serial cable is required).

USB – The USB port on the back of the unit can be used for upload or offload of video content and for network configuration of the **DMR100**.

Network Setup

Use this procedure when you first purchase the **DMR100** and when you are ready to install the hardware at your site.

How to Assign an IP Address

IP addresses may be assigned to the **DMR100** by two ways: DHCP and Fixed (Static) IP. If your network is configured for DHCP, the IP address will be provided automatically and will be visible on the video output of the **DMR100**. To set a Fixed (Static) IP address, see the procedure below for setting fixed or static IP addresses.

Setting the IP Address

1. Connect the Ethernet cable and power up the **DMR100**.
2. On your Internet browser, enter the current IP address of the **DMR100**. (Note: If the unit has factory settings, the default static IP address is: **192.168.1.253 /24**)
3. Login to the **DMR100** using the procedure shown below in the **Logging In** section.
4. Navigate to the network settings page by selecting **IP Settings**.
5. To allow the **DMR100** to pick up an IP address, set the **DHCP Client** checkbox to **Enabled**.

   Navigate to the **Info** section and click on the **Reboot** button to reboot the unit. The **DMR100** will now have the new IP address. To find out the newly assigned IP address, connect a monitor to the video output. The new IP address is displayed in the upper left corner of the video output signal.

6. In order to change to a Fixed or Static IP address, set the **DHCP Client** checkbox to **Enabled** Fill in the IP Address, IP Subnet Mask, Default Gateway fields.

7. Once you have completed all of the above steps, select the **Apply Changes** button. You will receive a pop-up window warning you that you to use this option with caution as you are changing the default address and should remember the new settings.

8. Navigate to the **Info** section and click on the **Reboot** button to reboot the unit. The **DMR100** will now have the new IP address. You will have to login again using the new IP Address.

Logging In

This section describes how to login to the **DMR100** for the first time, and also covers levels and access rights.

The default IP address is: **192.168.1.253**

To log into the **DMR100**, browse to its IP address using your Internet browser. There are three levels of access rights. There is a 'Guest' **user**, a content **author** as well as a system **admin**.

As a Guest User

The **user** maintains has the ability to view existing content on the **DMR100**.

1. Once you have navigated to the site, you will be presented with the default menu page. Anyone who logs into the **DMR100** is considered a 'Guest' **user** until they complete the **admin** login. Admin logins are required to make changes to the system settings under the **Configure** and **Manage** sections of the menu. If all you want to do is playback content from the **DMR100** you will not need administrator rights.

   No password is required for the standard Guest **user** login as a default. However, the administrator has the ability to modify this feature to require a password for viewers to login.

2. In order to change the default IP settings of the **DMR100** or any of the other settings listed under the **Configure** section of the menu, you must log in with administrator rights.

As an Administrator

The Administrator maintains all rights to the **DMR100**.

1. If you are already logged into the DMR as a **user** or **author**, click on the LOGOUT selection at the top of the main menu. You will be prompted to enter a username and password.

2. Use the login id "admin". The default password is "MediaPOINTE". Note that the login id and the password are case sensitive.

As an Author

The Author maintains content creation rights on the **DMR100**. The Author can set recording Options but does not have access to the **Configure** and **Manage** sections of the menu.

1. If you are already logged into the DMR as a **user** or **admin**, click on the LOGOUT selection at the top of the main menu. You will be prompted to enter a username and password.

2. Use the login id "author". The password will be user defined in the **User Security** section of the main menu. Note that the login id and the password are case sensitive.

IP Settings

This section describes how to establish network settings on the **DMR100**.

To quickly find the system's IP Address, connect a video display to the video output. The units current IP Address will be displayed in the upper left corner of the confidence monitor.

1. Login as Administrator.

2. Click on the **IP Settings** under the "**Configure**" section of the menu.

3. Verify that the IP Address, subnet mask and Gateway are correct.

4. Once the setting changes are complete, click on the **Apply Changes** button.

5. The screen should refresh and display your new settings.

6. *See the Network Configuration Table* below for a more in-depth description of all fields.

Network Configuration	
Setting	**Description**
DHCP Client	Enable/Disable DHCP settings for automatic address retrieval from the network.
IP Address	Assign a specific address to the **DMR100**. This will also display the current address assigned.
IP Subnet Mask	The Netmask ID. A range of IP addresses defined so that only machines with IP addresses within the range are allowed access to an Internet service.
Default Gateway	Gateway address connecting disparate networks.

Chapter 3 – Control & Operation

The **DMR100** can be controlled by several different methods. Control methods include, a web portal interface, contact closure, RS-232 serial port, Telnet, or start and stop recording using the BLUE button on the front of the unit. This section will cover each of these control interfaces in detail.

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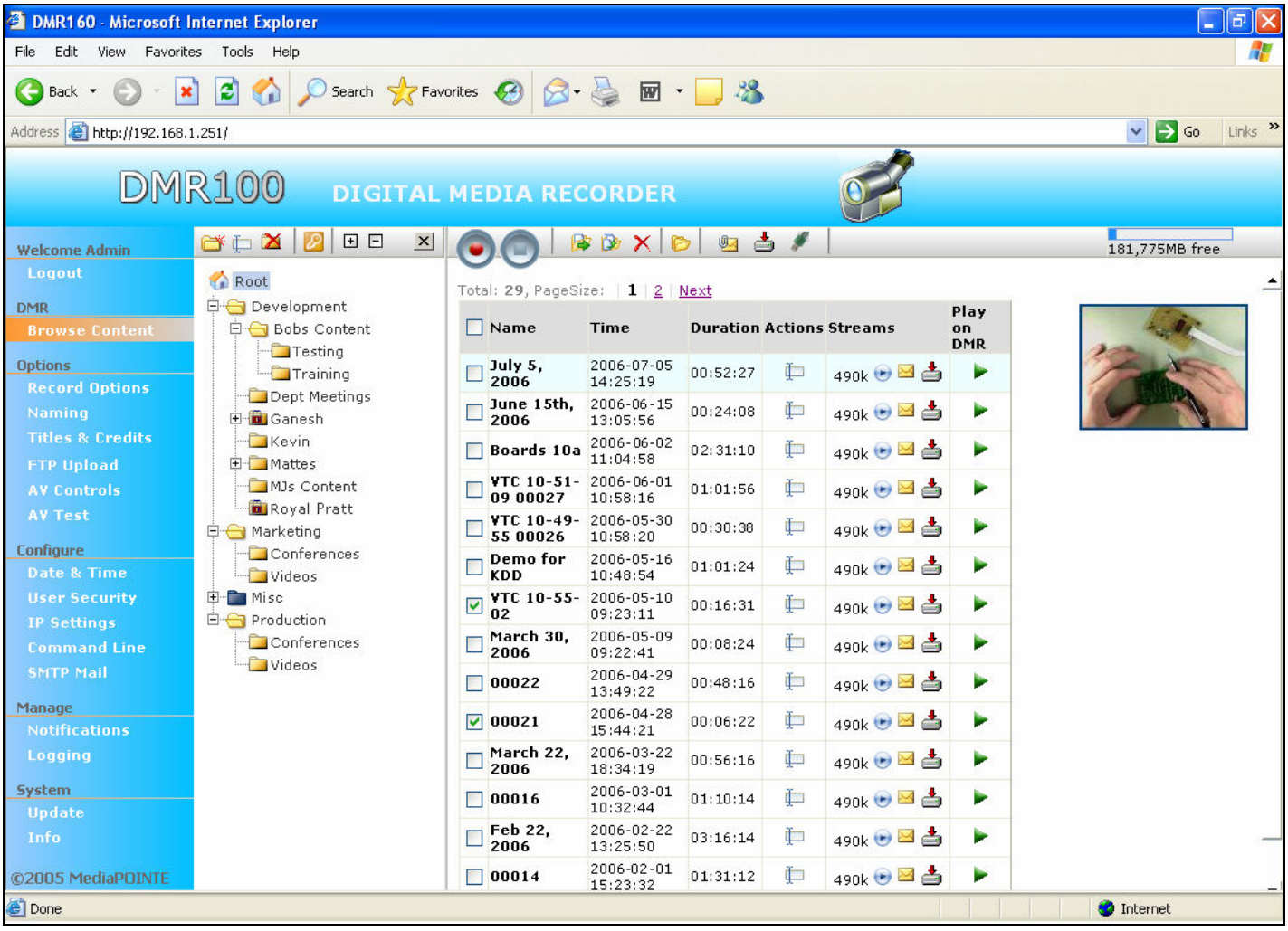
Web Portal

Overview

The **DMR100** has a fully featured Web Portal that can be accessed via a web browser. Enter the unit's IP address in the web browser's Address bar. From this screen you can start and stop a recording session, play or download previously archived material, set recording preferences and move content off or within the **DMR100**.

Selecting the **Browse Content** selection from the main menu will show a list of all current recordings in the Root directory.

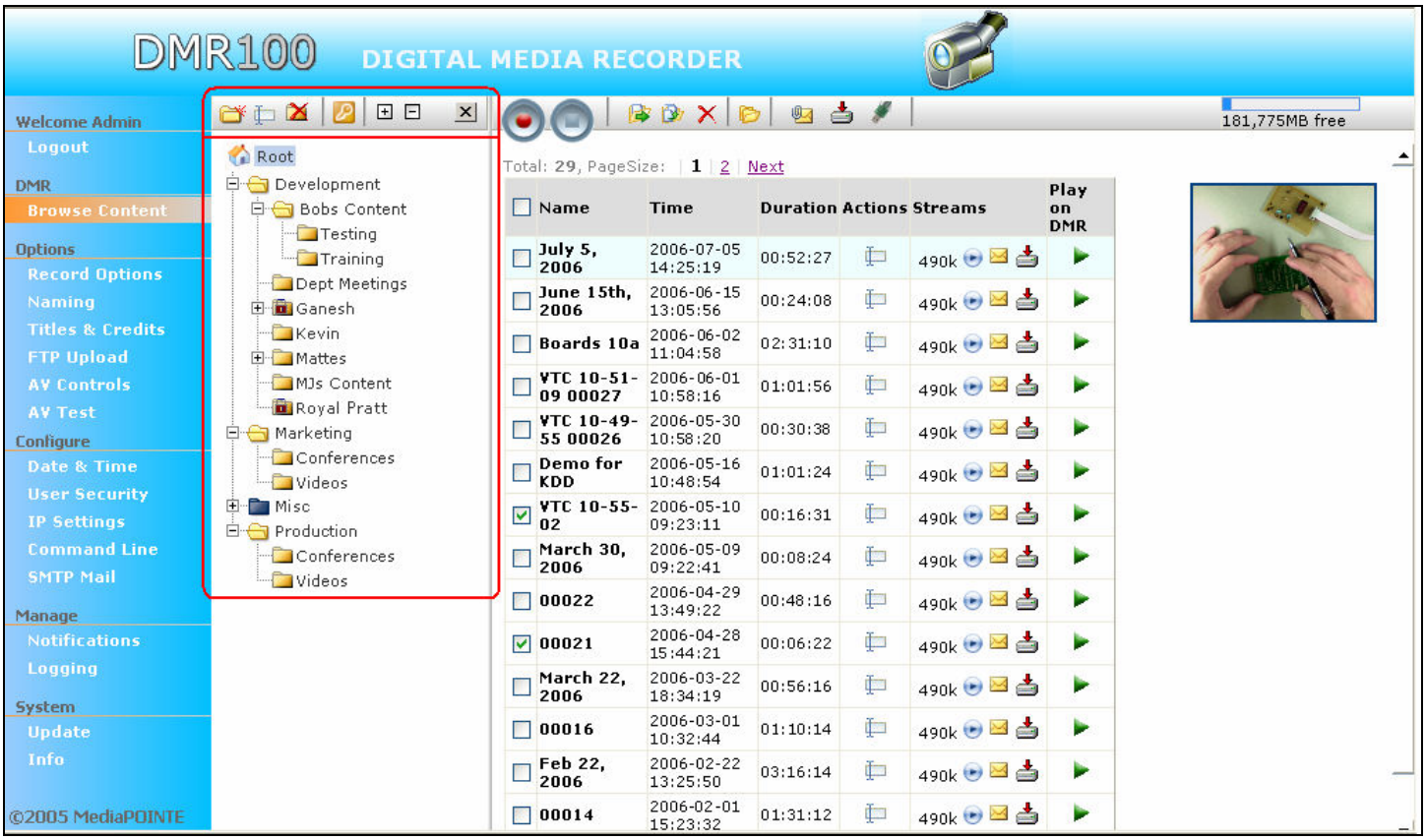


Toolbar

When logged in as either **author** or **admin** selecting the **Browse Content** selection from the main menu will provide the main system Toolbar.

Icon	Function	Description
	Record	This button will start a recording session into the currently selected folder. If "Live Streaming while Recording" is enabled it will start the live stream.
	Stop Record	To stop recording and live streaming. This begins the indexing process.
	Move to	Will allow content to be moved from one folder to another.
	Copy to	Will allow a copy of a piece of content to be created in a different folder.
	Delete	Will delete the selected content. There is no recycle bin or recovery process for content that has been deleted.
	Expand Folder View	Will display the folder management tree.
	Mail Attachment Manager	Will open the Mail Attachment Manager to allow content to be emailed.
	Download Manager	Will open the Download Manager to allow content to be moved to the local PC.
	USB Manager	Will open the USB Manager to allow content to be moved to and from a USB stick.

Folder Management



Icon	Function	Description
	New Folder	Will create a new folder without password protection.
	Rename	Will allow the user to change the name of the selected folder.
	Delete Folder	This will permanently delete a folder including all content held within.
	Set / Change Password	This icon will allow the user to password protect the currently selected folder. If the folder is already password protected, it will allow the user to change the password.
	Expand all Folders	Will show all folders on the DMR100.

	Contract all Folders	Will show only the highest tier folders of the folder tree.
	Close Folder Management	Will hide all folders on the **DMR100**
	ROOT directory	Is the highest level directory/folder that content can be stored in.
	Password Protected Folder	A folder that has been password protected will be displayed with a Lock icon.
	Default Folder	A recording initiated from IR, the Remote Relay Closure or the **BLUE** Record button on the front of the **DMR100** will be saved to the **BLUE** Default Folder.

External Control

RS-232

On the back of the **DMR100** there is a single control port configured as a DTE supporting the RS-232 protocol. A **Null-Modem** cable should be used between the **DMR100** and the COM port on your PC – the pin-out is shown here.

DB-9 Pin	DB-9 Pin	Function
2	3	Rx ← Tx
3	2	Tx → Rx
5	5	Signal ground

Terminal session settings required for RS-232 control are: **9600**, **8**, **None**, **1** with **No Flow Control**.

There is no password protection on this interface and, by default, the RS-232 port is enabled however the administrator has the ability to disable the port from the Web portal.

See below for a list of the available commands.

AddMediaFolder	GetNotificationSettings	Reboot	SetRecordingOptions
BurnCD	GetPlaybackStatus	RenameMedia	SetSMTPSettings
bye / quit	GetRecentMedia	RenameMediaFolder	SetTitleCoverInfo
CopyFiles	GetRecordingOptions	ResetConf	SetUserPW
Delete	GetRecordingStatus	right	SetVideoInputPins
DeleteFiles	GetSMTPSettings	SendTestAudio	Shutdown
DeleteMediaFolder	GetSysInfo	SendTestImage	SkipBackPlay
DMRSettings	GetTitleCoverInfo	SendTestVideo	SkipForwardPlay
down	GetUSBDriveStatus	SetAdminPW	StartPlay
enter	GetVideoDevices	SetAuthorPW	StartRecord
GetCDStatus	GetVideoInputPins	SetCLISettings	Status
GetCLISettings	GetVideoTemplates	SetDateTime	StopAVTest
GetDefaultFolder	help / ?	SetDefaultFolder	StopPlay
GetFTPSettings	left	SetFolderPassword	StopRecord
GetGain	LimitAction	SetFTPSettings	up
GetLiveURLs	login	SetGain	VidTemplate
GetLoggingOptions	MailMedia	SetIP	vol+
GetMediaFiles	menu	SetLoggingOptions	vol-
GetMediaFilesTotal	micmute	SetNaming	
GetMediaFolders	MoveFiles	SetNotificationSettings	

For more information on external control, please refer to the MediaPOINTE Command Line Interface document.

Telnet

The telnet client within the **DMR100** provides access to the Command Line Interface through the TCP/IP protocol. By default, telnet is disabled but can be activated from the Web portal with an optional password. The available commands are the same as listed in the RS-232 section.

To access the telnet client, start an MS_DOS session on your computer and enter:

```
telnet <ipaddress>
```

Once connected to the **DMR100**, a connect message will be displayed.

```
DMR100 Welcome to MediaPOINTE
Password:_
```

Once logged in, type 'help' or '?' for a list of commands.

Infra-Red

The Infra-Red receiver for the remote control is located on the front of the **DMR100**. It can also be used for IR control via control systems such as AMX and Crestron.

Relay Closure

The external closure connection is mounted on the back as a 1/8th (3.5mm) phone plug. Either a mono or stereo plug can be used, but in the case of the stereo phone plug, short the sleeve to the ring as the negative connection. This connection can be wired to a simple switch closure and will start or stop a recording.

This closure can be in the form of a relay, manual switch or semi-conductor switch. This allows for relay control via external control systems such as AMX and Crestron, or by a plain momentary trigger such as a footswitch.

Semi conductor closures are found on AMX or Crestron controllers in the form of a D I/O port. If using a semi conductor closure, polarity is important. The phone plug tip must be wired to the **+** or individual input of the D I/O port, and the sleeve connected to the ground or **-** connector. Note that, unlike relay connections, these connections are not isolated and can form grounding or hum loops.

Chapter 4: Recording, Archiving & Streaming

This section describes how to start and stop a recording session, move the content and watch the stream live.

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Recording

A recording can be started and stopped from the main toolbar of the Web Portal.

Recording Start / Stop

The BLUE LED will blink slowly when the **DMR100** is recording / streaming and the Web Portal will Display a "Recording" action message at the top of the page. The recording will use the inputs and audio levels selected in the **AV Controls** section along with the currently selected layout template selected from the **Templates** section.

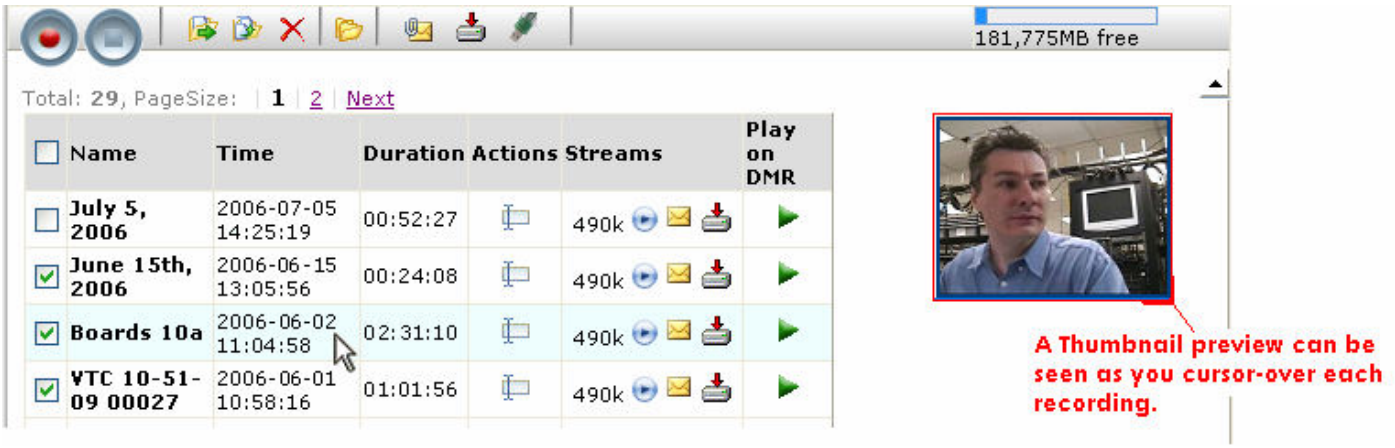
	Name	Time	Duration	Actions	Streams
☐	brief_00051	2006-09-14 13:42:21		Recording	

To stop the recording and create the archived file, press the **Stop** button to begin the "indexing" action process. The BLUE LED on the front of the unit will fast blink during the indexing procedure indicating that the unit is busy and cannot record or stream until the process is complete. Depending on the length of the archived material, this could be from several seconds up to several minutes to complete the indexing process.

	Name	Time	Duration	Actions	Streams
☐	brief_00051	2006-09-14 13:42:21	00:42:06	Indexing	

Note: Configuration settings of the **DMR100** cannot be changed while recording.

Recorded Content Detail

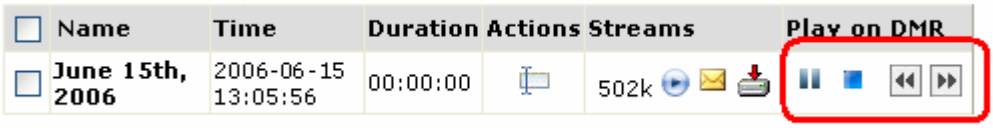


Icon	Function	Description
	Rename	Will allow the user to change the name of the selected file.
	Play on PC	Will play the media on the local PC that is browsing the **DMR100**. The content will play with the locally installed a Windows® Media file viewer application
	Email Media	Will allow the selected file(s) to be moved to be emailed.
	Download Media	Will allow the selected file to be moved to the local PC. A pop-up dialog box will ask for a file location and name for the saved file.
	Play Locally	Will start the media playback on the video output.

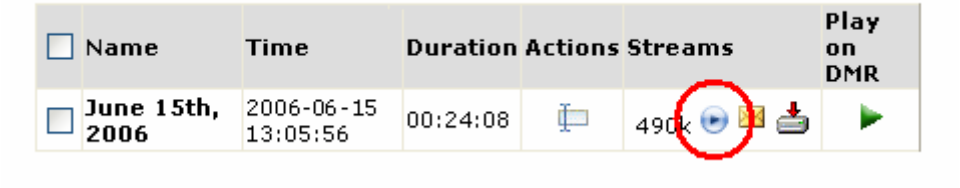
Playback on DMR100

Content stored on the **DMR100** can be viewed on the video output. Selecting the **Play Locally** button will start the content playback on the video output.

During playback, pause, stop, skip forward and skip backward will be provided.

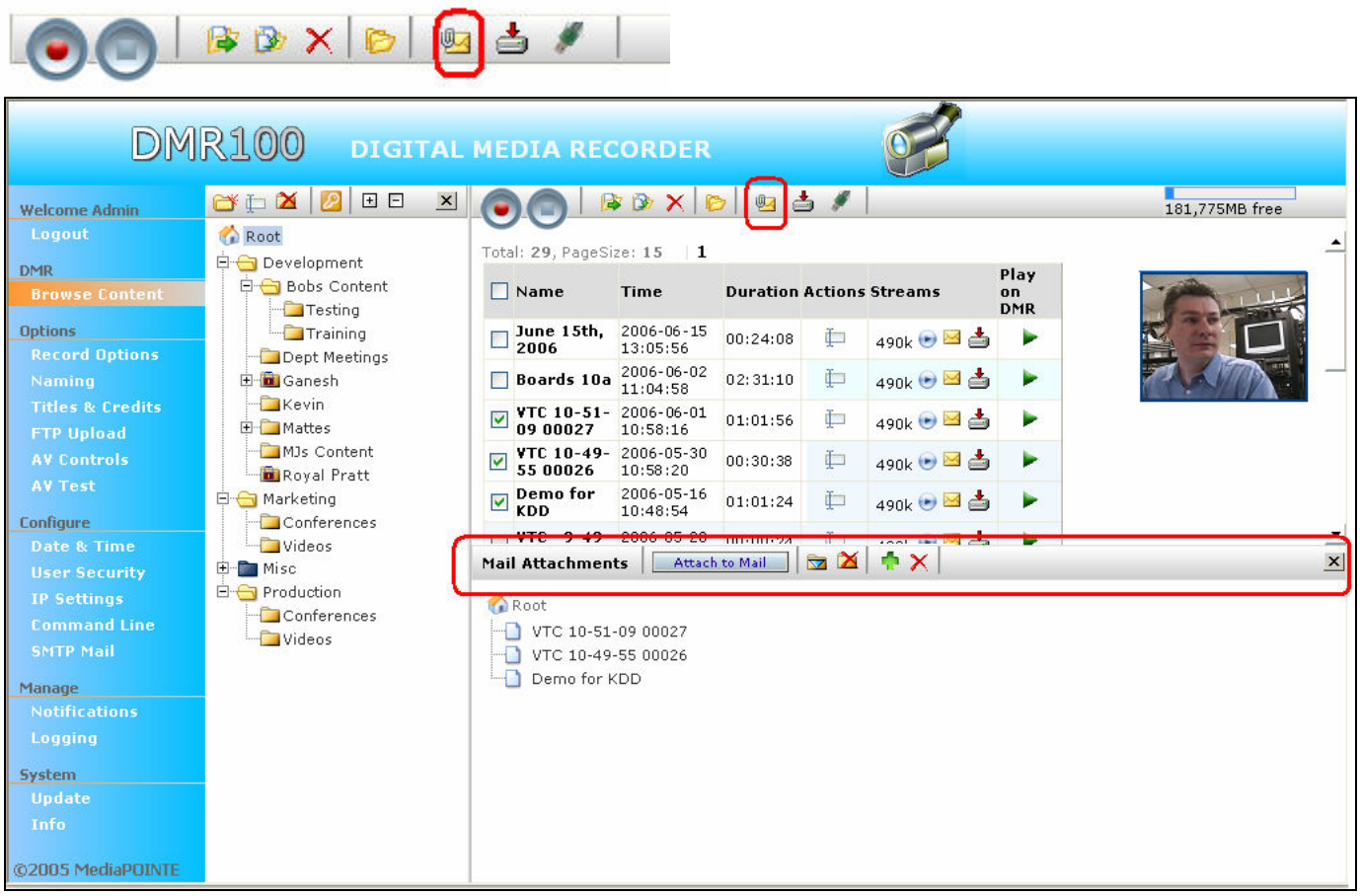


To play content on the local PC that is browsing the **DMR100** click on the **Play on PC** button. In order to play the file, a Windows® Media file viewer application (such as Windows® Media Player) is required on the viewing PC.



Archiving

Mail Attachment

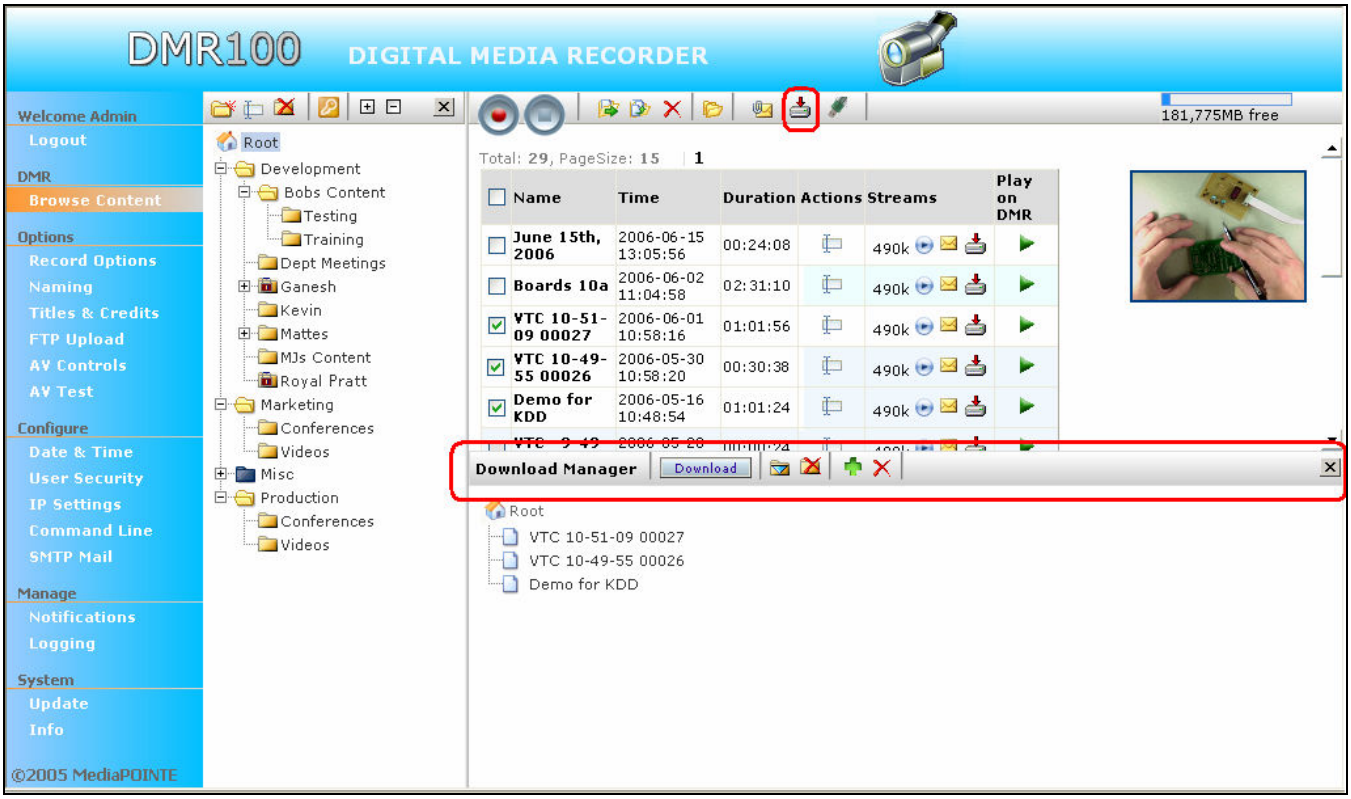


Icon	Function	Description
Attach to Mail	**Attach to Mail**	Will attach the selected content to the email.
	Add Folder	Will add the selected folder to the email attachment.
	Remove Folder	Will remove the selected folder from the email attachment.
	Add Media	Will add the selected media to the email attachment.
	Remove Media	Will remove the selected media from the email attachment.
	Close Mail Attachment Pane	Will close the Mail Attachment Pane

Download Manager

Files and Folders can be downloaded to the browsing computer using the Download Manager.

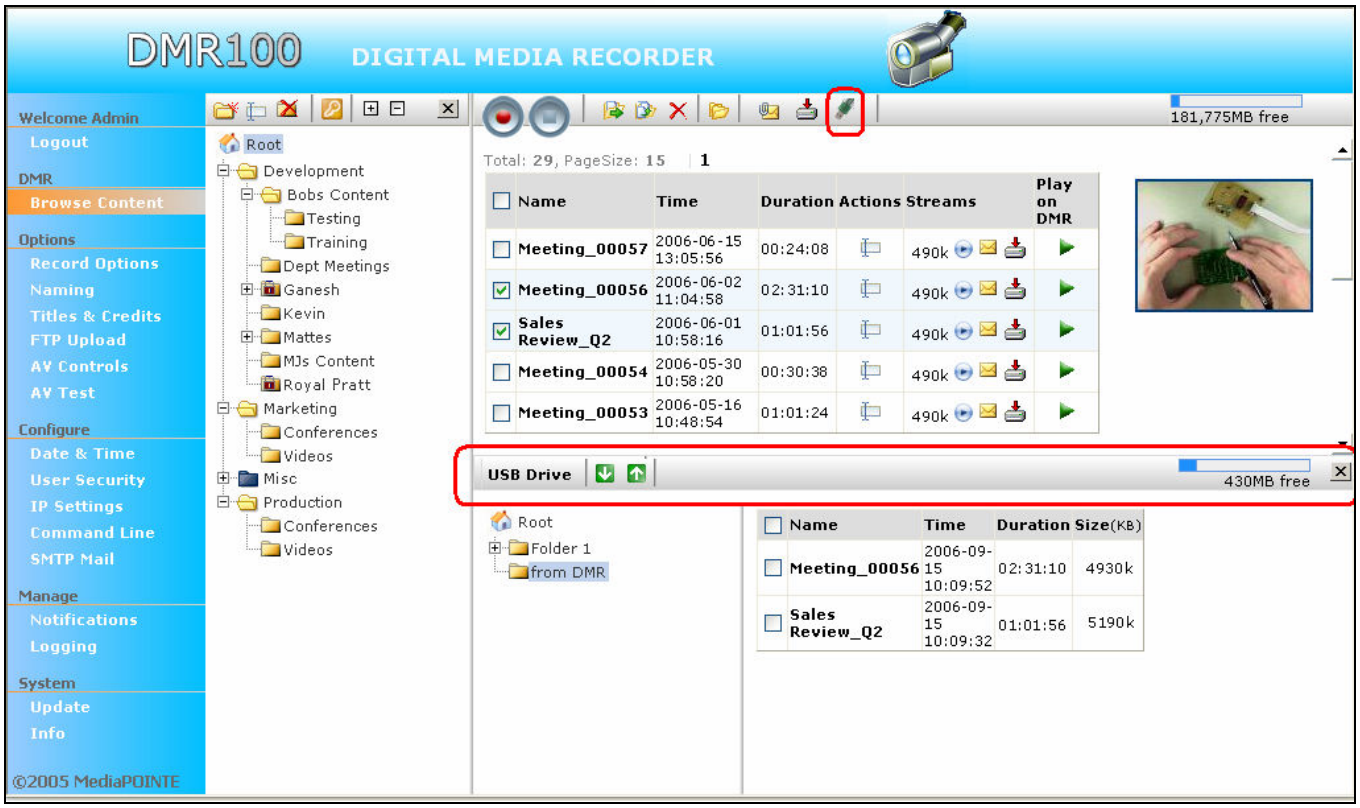
Select the Download Manager icon from the main menu to bring up the Download Manager Toolbar.



Icon	Function	Description
	Download	Will download the selected content to the browsing PC.
	Add Folder	Will add the selected folder to the download list.
	Remove Folder	Will remove the selected folder from the download list.
	Add Media	Will add the selected media to the download list.
	Remove Media	Will remove the selected media from the download list.
	Close Download Manager Pane	Will close the download manager Pane.

USB Offload / Upload

Both the front or back USB port can be used to move media from or to the **DMR100**. Connect a USB memory stick and select the USB icon from the main menu. This will display the USB toolbar that will provide icons for moving media files to and from the USB drive.



Icon	Function	Description
	Export Media	Move the selected files to the attached USB device.
	Import Media	Move the selected files on the USB device to the **DMR100**.
	Delete Media	Will delete the selected Media.
	Close USB Management Pane	Will close the USB Management Pane.

Live Streaming While Recording (Unicast)

This option turns on and off simultaneous live streaming of the content during a recording session. This option allows remote users to login to the **DMR100** and view the session as it occurs. This feature can be disabled from the **Recording Options** section of the menu.

To watch a live broadcast, enter the IP address of the **DMR100** on your internet browser. The main **DMR100** screen appears with the top recording showing a LIVE session as highlighted below.

To view the live broadcast, select the **Play** link to launch your Windows® Media Viewer to watch the live broadcast.

Chapter 5: Options

This section describes how to set up all configurable recording options on the **DMR100**. Only **author** and **admin** users have access to these settings.

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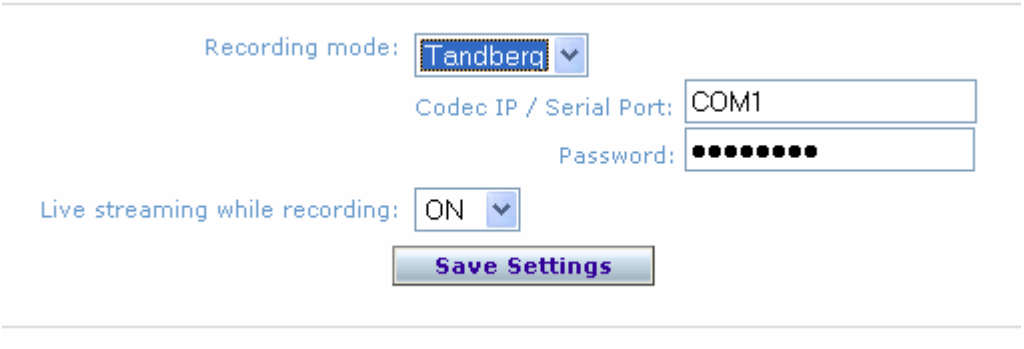
Recording Options

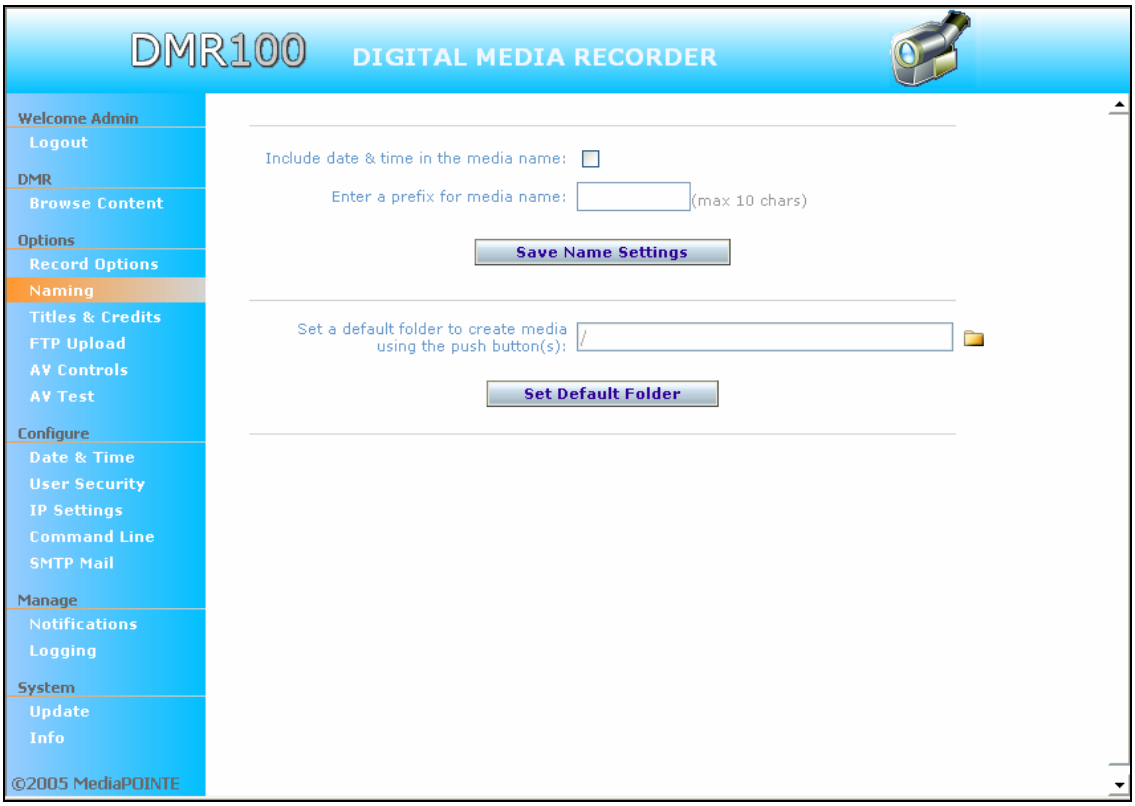
The **Recording Mode** pull-down menu has two options: **Standard** and **Tandberg**. In **Standard** mode, all commands for starting and stopping the **DMR100** are "manual" referring to starting and stopping the unit via the Web portal or via the REC button on the front of the unit or by any of the other methods described in this user guide that require user intervention to occur. In the **Tandberg** mode, the **DMR100** will automatically start recording (and streaming if desired) when a call comes into the videoconferencing system or is initiated by the system and automatically stop once the call has been terminated.

If you select the **Tandberg** mode, an additional pull-down menu appears for the IP Address of the Tandberg codec or the serial port used to control the codec. The password of the Tandberg codec is also required. Enter the IP Address and IP Password of the Tandberg codec's telnet session and the **DMR100** will automatically start when a videoconference call is detected or initiated and will automatically stop when the call is terminated.



Naming

The **Naming** selection in the main menu allows the content naming conventions to be set.



If the **Include date & time in the media name** is checked, all subsequent recordings will have the date and time appended to the content name. A prefix of up to 10 alpha-numeric characters may also be entered. All newly recorded content will adhere to these naming conventions

Select the **Save Name Settings** button to save your new content naming convention.

A default folder can be set to house all recordings that are started from outside the Web portal (ie. Using IR, the **BLUE** record button, remote relay closure or command line interface ie. Using IR, the **BLUE** record button, remote relay closure or command line interface). Select the **Set Default Folder** button to save the default folder. In the Folder tree, the Default Folder will be identified in **BLUE**.

A recording started from the Web portal will always be stored in the active folder at the time of recording irrespective of the default folder selected.

Titles & Credits

In the **Titles & Credits** selection of the main menu, a title and credit image/slide can be added to the beginning and end of content created using the **DMR100**. Checking the **Enable titles & credits** box will activate all start and end slide settings. Un-checking this box will over-ride the start and end slide settings that follow.

Slides must be in JPEG format.

To upload a slide, browse to the JPEG image you wish to use and click on the **Upload** button. Slides may be enabled for 5, 10 or 15 seconds. The start slide will overlay the recorded content from the beginning of the recording for the time period chosen. The end slide will overlay the end of the recording for the specified time period.

For all Titles & Credits settings to take affect, the **Save Titles & Credits Settings** button needs to be pressed.

A slide that is larger than the native content captured will be scaled to fill the content window. A slide that is smaller than the native content captured will be centered in front of the recorded content.

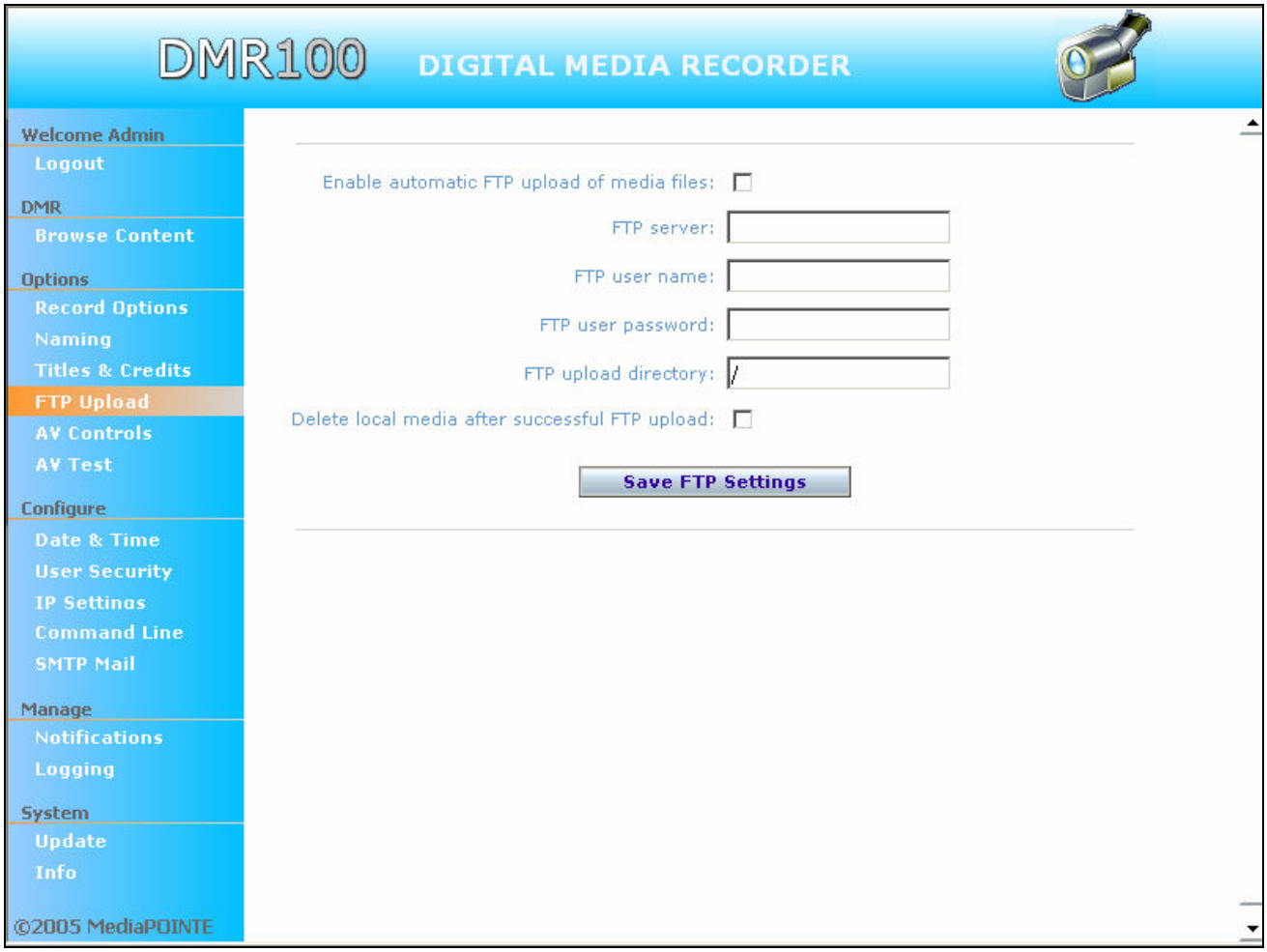
The current template is always highlighted in orange. Switching templates is not instantaneous and takes time to reconfigure encoder. You will receive a "Successful" message when the template change has taken effect.

It is not possible to change templates while recording.

We recommend you experiment with each template to see the layout of each and how it is recorded for playback. Once you become familiar with the different layouts, you can easily decide which one will work best for each of your different archiving and playback requirements.

FTP Upload

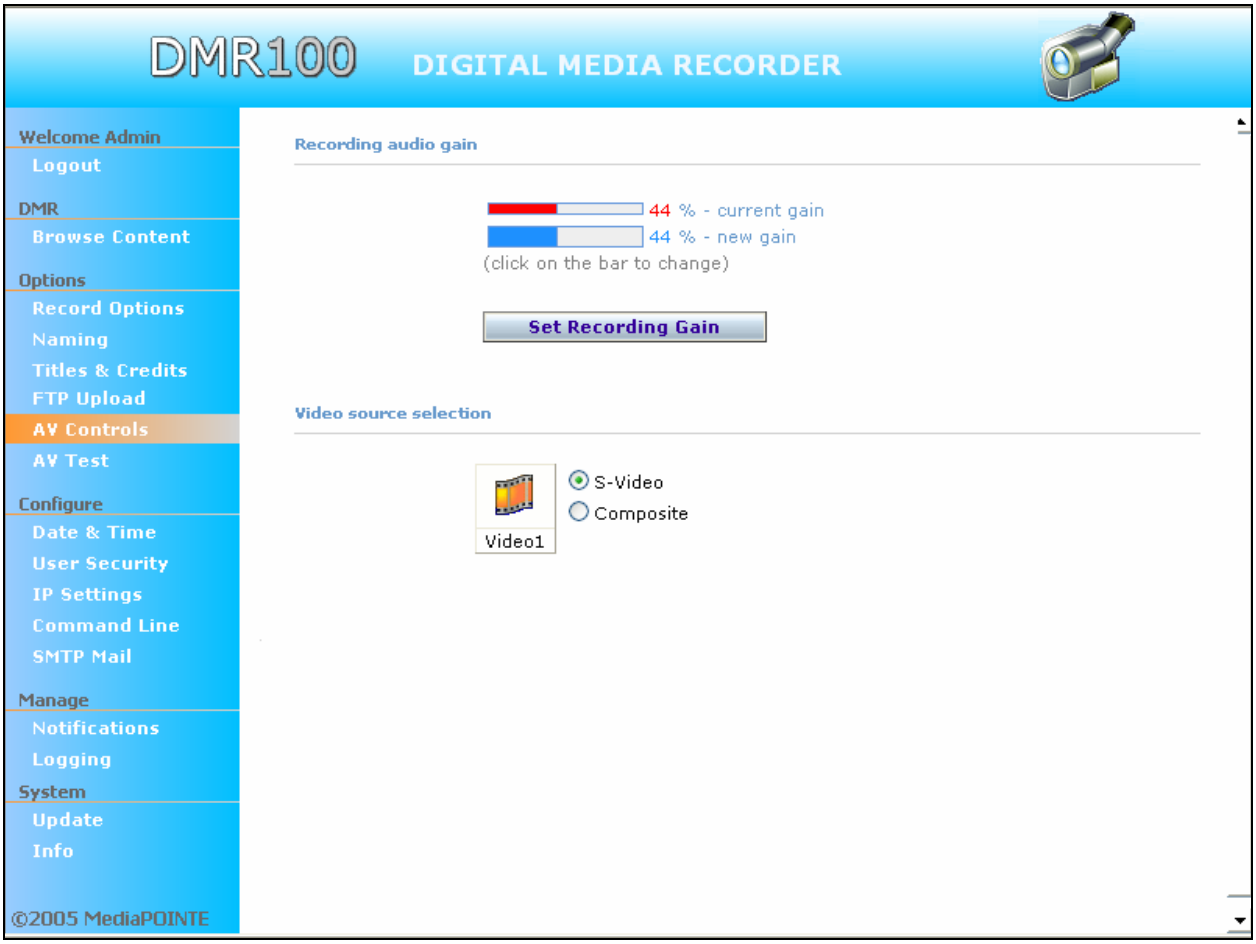
The **DMR100** has the ability to upload content to a network connected server via ftp. This can be configured to automatically happen after the recording session is over.



To automatically upload newly recorded media to the server, ensure that the **Enable automatic FTP upload of media files** checkbox is selected. Enter the FTP server location (IP address) and the login information.

To keep a copy of the recorded media on the **DMR100**, ensure that the **Delete local media after successful FTP upload** checkbox is un-checked.

AV Controls



Set Recording Gain

The **Set Recording Gain** button and bar control allows you to view the current audio gain setting and change that setting if you desire. The **red** bar shows the current gain setting and the **blue** bar is used to set a new gain setting. To change the audio gain for a new recording session, click on the blue bar where you would like to set the audio gain. Select the **Set Recording Gain** button to save your new gain settings.

Video Connections

The **DMR100** has a single video input. This input has connectors for either **S-Video** or **Composite** video. Set the video signal type in the **Video1 source selection**. Changes to this setting take effect immediately.

AV Test

The DMR100 has the ability to test connected output devices without having to connect live input sources. There are four audio test tones for confirming the audio outputs of the **DMR100**. There are three test images for confirming output on the video output of the **DMR100**. Once a test tone or image has been selected, use the Stop Test button to stop the tone or clear the image.

Chapter 6: Configuration

This section describes how to configure the **DMR100**. Changes in the **Configure** section of the Main Menu require Administrator privileges and cannot be accessed by users logged in with **author** or **user** profiles.

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Author Login Security ---- *45*
Changing the Administrator Password ---- *45*

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Network Settings ---- *46*

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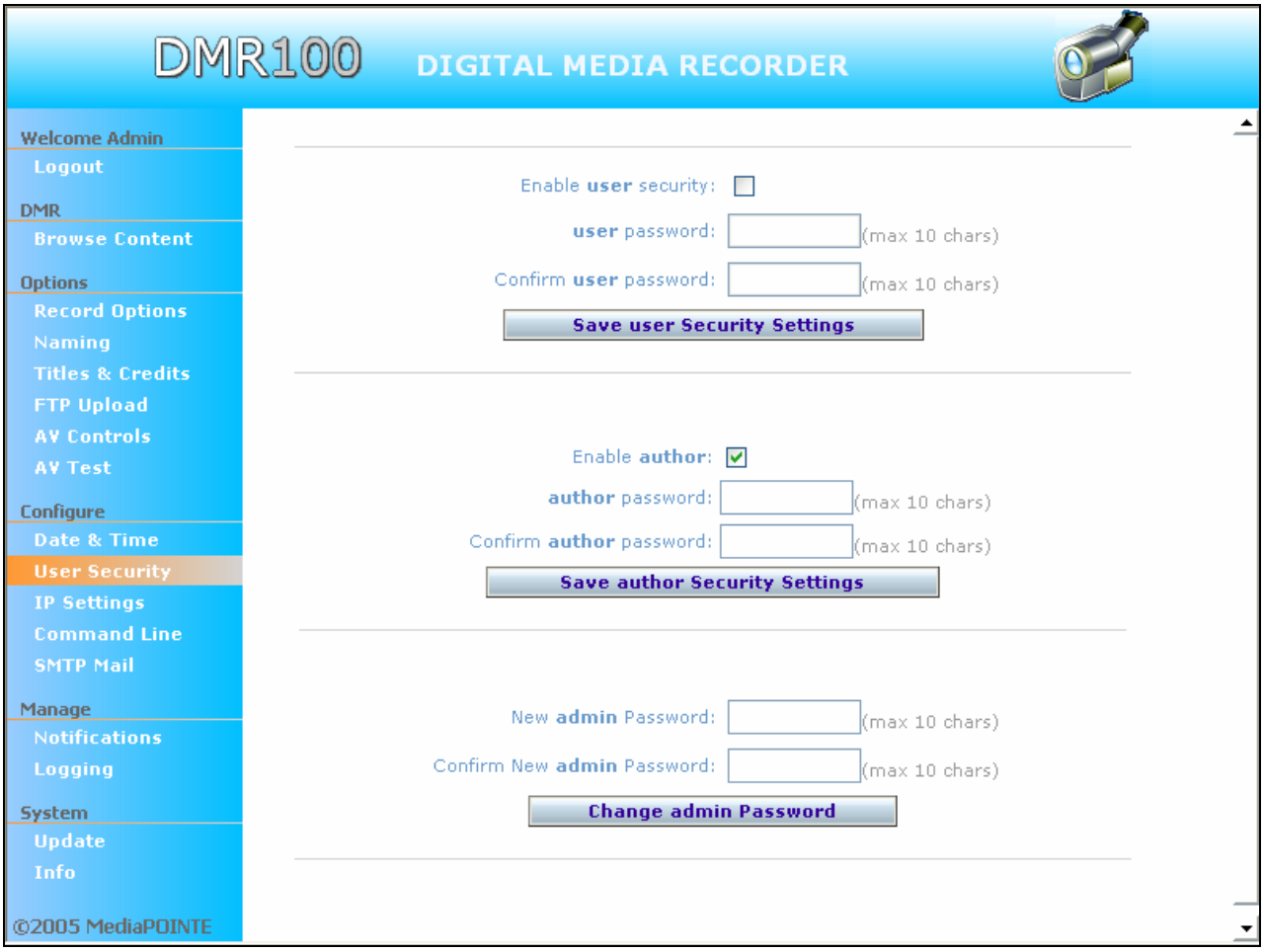
Telnet (TCP/IP) ---- *49*
RS-232 ---- *49*

Date & Time

When content is recorded using the DMR100, it is given a time and date stamp. These can be set in the **Date & Time** section of the main menu. The Date can be manually entered in the format shown or can be selected from a pop-up calendar. Confirm any changes by clicking on the **Set Date & Time** button

User Security

From the **User Security** selection of the main menu, Administrator can enable or disable logins for **users** and **authors** and can change the **admin** password.



User Login Security

By default, user security is turned off. Anyone can log in to the **DMR100** without being asked for a login ID or password. Checking the **Enable user security** ☐ checkbox will enable security for the user. This will require all users to have an ID of "user" and the password created in the "**user password**" field. Enter a user password in the "**user password**" field and confirm it by clicking the **Save user Security Settings** button. The next time the **DMR100** is accessed, anyone logging in will be presented with a login box asking for the ID "user" and a password.

Un-checking the **Enable user security** checkbox will restore the default settings of allowing a user to access only the **Browse Content** section of the menu. They may not modify recording options or system configuration.

Author Login Security

By default, the author login is disabled. Checking the **Enable author** ☐ checkbox will enable security for the user. This will require all users to have an ID of "user" and the password created in the "**user password**" field.
Enter an author password in the "**user password**" field and confirm it by clicking **Save author Security Settings** button. The next time the **DMR100** is accessed, anyone logging in will be presented with a login box asking for the ID ("user") and a password.

Un-checking the **Enable author** checkbox will deactivate the "author" login.

Changing the Administrator Password

Administrator rights are required to access or change any of the settings under the "**Manage**" section in the main menu. These sections include: Config IP, Security, Update, and System Information. By default, the Administrator ID and password are set to "admin" and "**MediaPOINTE**" respectively. It is not possible to change the Administrator ID. It will always be "admin". To change the Administrator password, perform the following steps:

Enter a new password in the "**New admin Password**" field and confirm it in the "**Confirm New admin Password**" field. Click on the "**Change admin Password**" button and the password will be changed. The next time the **DMR100** is accessed, the new admin password will take effect.

Be sure to write down the new administrator password and keep it in a safe place. If you forget the admin password, the **DMR100** will have to be reset back to the factory defaults to enable an administrator to access the ***Manage*** section of the unit.

IP Settings

System Name

By default, the system name will be the unit serial number. You can change default name by entering a new name in the text field. A reboot is required for the new name to take effect. The name can be up to 15 characters long and consist of alpha-numeric characters. No special characters or symbols will be accepted except for a hyphen.

Network Settings

Network Configuration	
Setting	**Description**
DHCP Client	Enable/Disable DHCP settings for automatic address retrieval from the network.

IP Address	Assign a specific address to the **DMR100**. This will also display the current address assigned.
IP Subnet Mask	The Netmask ID. A range of IP addresses defined so that only machines with IP addresses within the range are allowed access to an Internet service.
Default Gateway	Gateway address connecting disparate networks.

If you have made any changes to the network settings, select the **Apply Changes** button. You will receive a pop-up window warning you that you to use this option with caution as you are changing the default address and should remember the new settings.

To quickly find the system's IP Address, connect a video display to the video output. The units current IP Address will be displayed in the upper left corner of the confidence monitor.

SMTP Mail

The **DMR100** has the ability to send email messages either from a locally configured SMTP server or a remote SMTP server. Enter the IP Address of the SMTP server in the appropriate text box. The Email field will set the default "From" field to the entered email. Leave this blank to allow the user to enter their own "From" field.

Command Line

The **DMR100** has a Command Line interface that can be accessed from Telnet or RS-232. A list of commands can be found in the External Control section of this manual.

Telnet (TCP/IP)

The Telnet port by default is not enabled. To turn on Telnet control, set the Telnet port number (typically Port 23) and check the **TCP/IP port enable** checkbox. A password challenge to the Telnet session can be enabled by entering a password in the **Password for TCP/IP connection** text box. If a password is not desired on the Telnet session, leave the text box blank.

RS-232

On the back of the **DMR100** there is a control port configured as a DTE supporting RS-232 protocol. A **Null-Modem** cable should be used between the **DMR100** and the COM port on your PC.

Terminal session settings required for RS-232 control are: **9600**, **8**, **None**, **1** with **No Flow Control**.

There is no password protection on this interface and, by default, the RS-232 port is enabled. The administrator has the ability to disable the port by un-checking the **COM port enable** checkbox.

Chapter 7: Management & System Tools

This section describes the usage of the **DMR100**'s system tools for event notifications and logging as well as the procedure for upgrading the unit.

Topics in This Chapter

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Storage Limits ---------- *51*

Logging ---------- 52

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Upgrade System Software ---------- *53*
Reset Configuration ---------- *54*
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Shutdown ---------- *56*
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Notifications

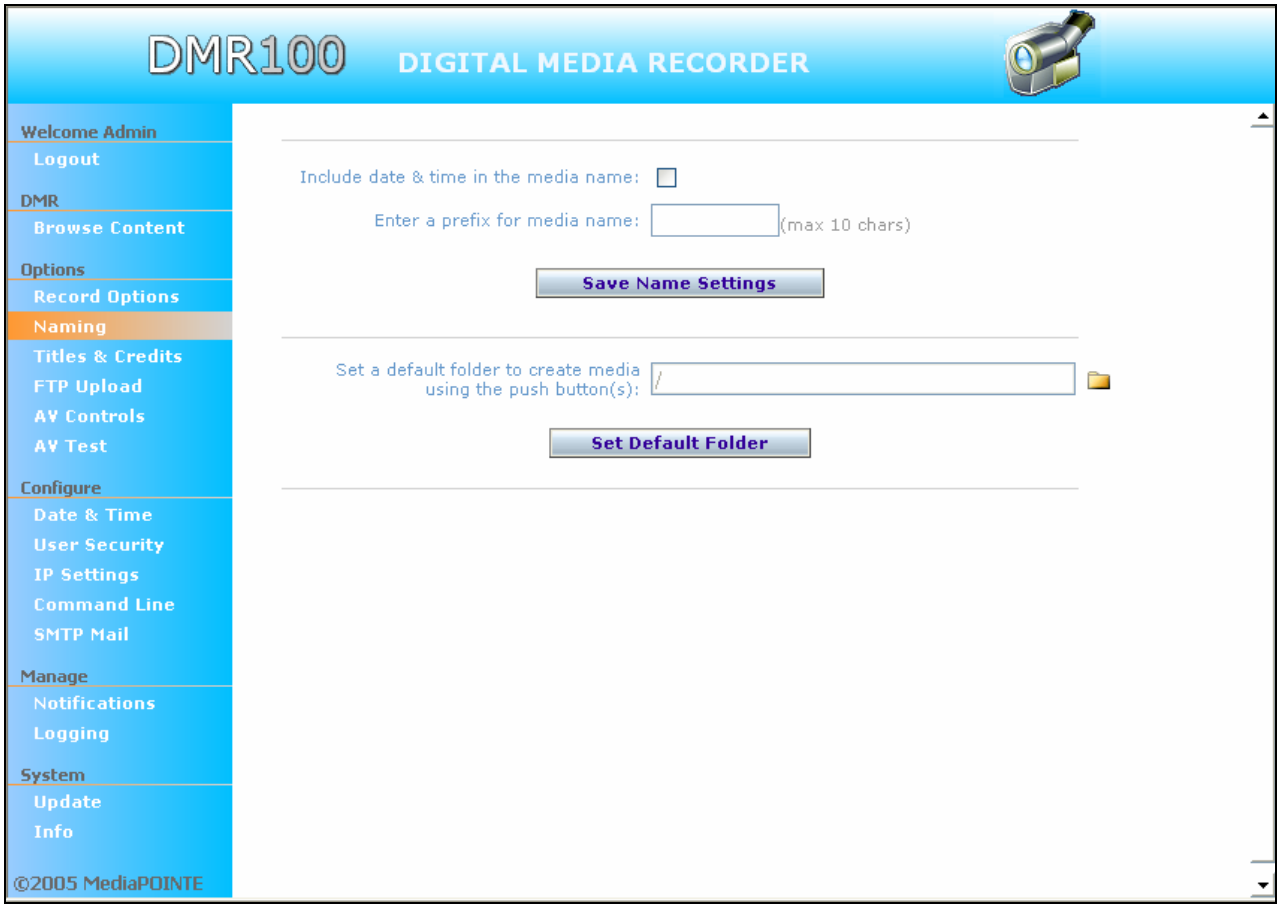
The **DMR100** can be configured by the Administrator to send email event notifications from the **Notifications** section of the main menu. Enter the email address to which the notifications will be sent and select the events to track. Confirm these settings with the **Save Notification Settings** button.

Storage Limits

The Administrator can determine the action to take when the **DMR100** hard drive is full. Make the selection and press the **Submit** button.

Logging

The **DMR100** can be configured by the Administrator to log events from the **Logging** section of the main menu. Select the events you wish to save to a log and confirm these settings with the **Save Logging Options** button.



Update (Upgrades)

The **Update** section of the **DMR100** menu enables the system administrator to perform several key functions. These are: Upgrade the system software to a new version, reset the **DMR100** configuration to factory default settings and delete all recorded content on the hard drive.

Upgrade System Software

MediaPOINTE's Development Team is constantly striving to refine and upgrade the features on the **DMR100** to lead technological advances in the archiving and streaming marketplace.

In order to keep the **DMR100** up to date with all of the latest features, you may want to update the system software from time to time. Follow the following steps to upgrade the **DMR100** software.

1. Download the latest software edition from the MediaPOINTE website. This file will have an **.mpup* extension. Note: if none is available, MediaPOINTE support number and ask for directions on how

to download the latest firmware version. The downloaded file must be placed on the same network as the PC that will be used to connect to the **DMR100**.

2. Go to the **Update** section of the main menu and click on the **browse** button to search for the downloaded **.mpup* file. Locate the file and make the path to the file is shown in the window for the file path.

3. You can select the **Cancel** button if you do not wish to modify your current software version.

4. Select the **Upgrade** button to begin the upgrade. Be sure to wait until the upgrade is complete before proceeding.

5. If your **DMR100** doesn't automatically reboot, manually do this by selecting the **Reboot** button in the **Info** section. This will reboot the unit and the new software will be in place.

Reset Configuration

Selecting the **Reset Configuration** button will reset all settings in the **DMR100** back to the factory settings. This will not delete any of your recorded files, only the system configuration settings. You can find a list of the factory settings in ***Appendix B*** in this user guide. This is the same as using the reset button within the hold on the front on the **DMR100**.

Delete All Content

Selecting the **Delete All Content** button in the **Update** section of the **DMR100** will erase **ALL** recorded material from the hard drive. In addition to removing all material, the recording "number" is reset back to zero (0).

Make sure you want to delete all recordings on the hard drive because this selection is not recoverable. You can not "undo" this selection once the files have been erased!

System Info

The System Information section gives the user important information about the **DMR100**. The system can be shutdown or rebooted from this page the **DMR100**. See the table below for more details.

Sys Info	
Setting	**Description**
Product Name	Name of the **DMR100.**
Series	Product series number.
Version	The installed Version number of currently software.
MxT Version	Version number of current encoding engine. *For Engineering diagnosis purposes only.*

Manufacturer	Name of Company that Manufactured the **DMR100**.
Copyright	Copyright date of the **DMR100** product.
Available Disk Space	This is the amount of space available for content recording.
SDI	This is a unique identifier, specific to your **DMR100**. Provide MediaPOINTE technical support with this number should you call in to start a ticket.
Options	Future *optional* features will be listed here.
Option Keys	This key will be required to activate an option.

Shutdown

Select the **Shutdown** button to remotely power-down (shut off) the **DMR100**. Any access to the unit will be lost as the unit is powered down. In order to power up the unit, the user must physically turn on the switch on the rear of the unit as well as the small power switch on the front of the unit. No communication is possible when the **DMR100** via any means when in a powered down state.

Reboot

Select the **Reboot** button to power off the **DMR100** and then turn the unit back on. This is a useful option after changing passwords or IP Addresses.

Appendix A - Factory Default Settings

Configure	
IP Settings	
System Name	DMR100
DHCP Client	Disable
IP Address	192.168.1.253
IP Subnet Mask	255.255.255.0
Default Gateway	192.168.1.1
Enable user security	Disabled
User password	Blank
Admin password	MediaPOINTE
Author password	Disabled
Options	
Settings	
Recording Mode	**Standard** Tandberg
Live Streaming while Recording	**ON** OFF
Default Folder	Root
Titles & Credits	Disabled
Select Video Template:	Video1
FTP Upload	Disabled
Configure	
User login	Enabled
Enable user security	Disabled
User password	Blank
Author Login	Disabled
Author password	Blank
Admin password	MediaPOINTE
Manage System	
Enable Event Notifications	Disabled
Storage Limit Action	**Show Alert Message** Delete Oldest Media Automatically and Continue
Logging	Disabled
Product Name	Digital Media Recorder VC
Series	100
Manufacturer	Advanced Media Design Inc.
Copyright	© 2005 MediaPOINTE